From: Licensing [mailto:DSS\_LICENSING@LISTSERV.COV.VIRGINIA.GOV] On Behaif Of Williams,

Edwina (VDSS)

Sent: Wednesday, January 08, 2014 12:48 PM

To: DSS\_Licensing

Subject: Spring 2014 DSS/VCU Training Announcement"

Importance: High

This file is being sent to providers of assisted living facilities and adult day care centers from the Virginia Department of Social Services Email Distribution Service.

\*\*\*Please do not reply to this email.\*\*\*

Good Afternoon,

Please find attached a training announcement for the **SPRING 2014 Training Series** offered by the Department of Social Services and the Virginia Commonwealth University Department of Gerontology. You may also view the brochure on-line at: <a href="http://www.sahp.vcu.edu/qerontology/professional/socialservices.html">http://www.sahp.vcu.edu/qerontology/professional/socialservices.html</a>.

Please pay attention to the information regarding training registration as registration and payment for the class is required 10 business days before the training date. If payment is not received 10 business days before the class, the registration will be canceled. Additionally, if an adequate number of class registrations are not received we reserve the right to cancel the class. Please register early for the

\*\*\*Additionally, please pay close attention to the location for the training that you chose to attend. We have changed several of the training cites to better accommodate our participants.\*\*\*

classes, as the spaces fill up quickly. Also, you may now pay for the training with a credit card.

Annette S. Kelley, M.S.; C.S.A.C.
Provider Training Consultant
Virginia Department of Social Services
Division of Licensing Programs
WyteStone Bldg.
801 East Main Street
Richmond, VA 23219
annette.kelley@dss.virginia.gov
804-726-7632

"Enthusiasm is the yeast that makes your hopes shine to the stars. Enthusiasm is the sparkle in your eyes, the swing in your gait, the irresistible surge of will and energy to execute your ideas."

Henry Ford

SCROLL DOWN TO VIEW SPRING 2014 DSS/VCU TRAINING ANNOUNCEMENT



Gerontology

## **OPEN IMMEDIATELY!**

Registration Materials Enclosed

# SPRING 2014

Programs for Caregivers Working in Virginia's Licensed Assisted Living Facilities and Adult Day Care Centers

#### Courses:

- Individualized Service Plan: Meeting Resident/Participant Needs
- Working with Families
- Organizational Diversity: Employee Engagement and Cultural Competence
- Agitation and Aggression



Gerontology

VIRGINIA COMMONWEALTH UNIVERSI

A Program for Caregivers Working in Virginia's Licensed Assisted Living Facilities and Adult Day Care Centers

## Topic

Individualized Service Plan: Meeting Resident/Participant Needs

### Who Should Attend?

This program is for professional caregivers working in Assisted Living and Adult Day Care settings. This course is designed for those who are new to the facility or newly responsible for creating ISPs. This course is not designed to be a refresher course.

### Objectives

At the end of this training, participants will be able to:

- Identify the Virginia licensing standards related to individualized service plans.
- Discuss the purpose of the uniform assessment instrument.
- Discuss the importance of the individualized service plan.
- Discuss the importance of interdisciplinary assessment of residents.
- Interpret assessments to determine resident needs.
- Develop and use goal-oriented individualized service plans.

## About the Trainers

Trainers for this seminar are Gerontologists, Registered Nurses, educators and/or consultants who specialize in the care of older adults.

#### Please Note

Registrations MUST BE received at the Department of Gerontology 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate of attendance will not be available at the training, but will be mailed at a later date. If payment is not received 10 business days prior to the training date, your name will be taken off of the roster.

Certificates of attendance will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.

CEU's are available at the training for a \$10 processing fee

#### ATTENTION

It is recommended but not required that anyone attending ISP training first complete the UAI training in order to enhance what will be learned in the ISP training. Instructions for the Knowledge Center can be found on the DSS website.

VCU Department of Gerontology



Gerontology

MANUAL COMMONITOR CALLED CALLED CALLED

TOPIC: Individualized Service Plan: Meeting Resident/Participant Needs

### Dates and Locations

ABINGDON: Wednesday, February 26, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Southwest Virginia Higher Education Center Virginia Highlands Community College Campus One Partnership Circle, Room 130 Abingdon, VA 24210 • RICHMOND: Wednesday, February 5, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Westerre Conference Center 3831 Westerre Parkway Henrico, VA 23233

FAIRFAX: Thursday, February 6, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Sherwood Community Center Art Room 3740 Old Lee Highway Fairfax, VA 22030 SALEM: Wednesday, February 19, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Salem Civic Center Parlor A 1001 Roanoke Boulevard Salem, VA 24153

• HAMPTON: Tuesday, February 11, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Hilton Garden Inn 1999 Power Plant Parkway Hampton, VA 23666 VA BEACH: Thursday, February 13, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Virginia Beach Central Library The Libris Room 4100 Virginia Beach Boulevard Virginia Beach, VA 23452

• RICHMOND: Tuesday, February 18, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Trinity Family Life Center Solomon's Court 3601 Dill Road Richmond, VA 23222

Please Note: New Location • WOODSTOCK: Tuesday, February 25, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Hampton Inn & Suites 1150 Motel Drive Woodstock, VA 22664

Directions are available online at:

http://www.sahp.vcu.edu/gerontology/professional/socialservices.html

Certificates will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.

# VCU Department of Gerontology



Gerontology

VIRGINIA COMMONWEALTH UNIVERSIT

TOPIC: Individualized Service Plan: Meeting Resident/Participant Needs

## Payment and Registration Instructions

#### ONLINE PAYMENT AND REGISTRATION

To pay by credit card and register online go to: training.vcu.edu

OR

#### SEND REGISTRATION FORM TO:

#### BY MAIL:

VCU Department of Gerontology Individualized Service Plan PO Box 980228 Richmond, VA 23298

BY FAX: 804-828-5259

# MAKE CHECK OR MONEY ORDER PAYABLE TO:

VIRGINIA COMMONWEALTH UNIVERSITY

#### WE LOOK FORWARD TO SEEING YOU!

Certificates will NOT be provided for late arrivals or early departures.

### Please Note

- Do not include payment for CEUs
- Refunds will NOT be provided unless the session is cancelled by the VCU Department of Gerontology.
- Registration must be received 10 business days
  prior to the training date. If registering less than
  10 days prior to the training; a certificate will not
  be available at the training; but will be mailed at a
  later date.
- If payment is not received 10 business days prior to the training date; your name will be taken off of the roster.
- It is strongly recommended that all attendees complete the <u>UAI training</u> in the Knowledge Center prior to attending.

Instructions for accessing the Knowledge Center can be found on the DSS website: dss.virginia.gov

Name (Attach list of no	lualized Service Plan: Meeti ecessary) E	mail:	esident/ rarticipa	nt iveeds	
Facility Name and Add	lress			NUMBER	PRICE
			Feb 26 Abingdon	X	\$15.00
			Feb 06 Fairfax	X	\$15.00
Work Phone:	Home Phone:		Feb 11 Hampton	X	\$15.00
			Feb 05 Richmond	X	\$15.00
are you employed by a licens	ed ALF or ADCC?   YES  NO		Feb 18 Richmond	X	\$15.00
Vol. 1			Feb 19 Salem	X	\$15.00
re you a VCU alumni?   YES	l yes □ no		Feb 13 VA Beach	X	\$15.00
Make check or money order payable to:  VIRGINIA COMMONWEALTH UNIVERSITY			Feb 25 Woodstock	x	\$15.00



Gerontology

A Program for Caregivers Working in Virginia's Licensed Assisted Living Facilities and Adult Day Care Centers

## Topic

## Working With Families

### Who Should Attend?

This program is for professional caregivers working in Assisted Living and Adult Day Care settings.

## **Objectives**

At the end of this training, participants will be able to:

- Describe 4 roles that ALFs and staff can assume in the lives of residents' families.
- Demonstrate constructive interaction techniques.
- Discuss how to respond to family needs and preferences.
- Examine how various family programming strategies could be incorporated into the participants' workplace.

## About the Trainers

Trainers for this seminar are Gerontologists, Registered Nurses, educators and/or consultants who specialize in the care of older adults.

#### Please Note

Registrations MUST BE received at the Department of Oerontology 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate of attendance will not be available at the training, but will be mailed at a later date. If payment is not received 10 business days prior to the training date, your name will be taken off of the roster.

Certificates of attendance will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.

CEU's are available at the training for a \$10 processing fee (checks ONLY).



Gerontology

IRGINIA COMMONWEALTH UNIVERSITY

**TOPIC:** Working with Families

### Dates and Locations

ABINGDON: Thursday, March 20, 2014
 SIGN IN: 8:30 ● WORKSHOP: 9-4

Southwest Virginia Higher Education Center Virginia Highlands Community College Campus One Partnership Circle, Room 130 Abingdon, VA 24210

FAIRFAX: Wednesday, March 26, 2014
 SIGN IN: 8:30 WORKSHOP: 9-4

Sherwood Community Center Art Room 3740 Old Lee Highway Fairfax, VA 22030

HAMPTON: Wednesday, March 12, 2014
 SIGN IN: 8:30 ● WORKSHOP: 9-4

Hilton Garden Inn 1999 Power Plant Parkway Hampton, VA 23666

RICHMOND: Thursday, March 27, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Trinity Family Life Center Solomon's Court 3601 Dill Road Richmond, VA 23222

Please Note: New Location RICHMOND: Tuesday, March 18, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Westerre Conference Center 3831 Westerre Parkway Henrico, VA 23233

SALEM: Tuesday, March 4, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Salem Civic Center Parlor A 1001 Roanoke Boulevard Salem, VA 24153

• VA BEACH: Thursday, March 6, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Virginia Beach Central Library The Libris Room 4100 Virginia Beach Boulevard Virginia Beach, VA 23452

• WOODSTOCK: Thursday, March 13, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Hampton Inn & Suites 1150 Motel Drive Woodstock, VA 22664

Directions are available online at: http://www.sahp.vcu.edu/gerontology/professional/socialservices.html

Certificates will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.



Gerontology

IRGINIA COMMONWEALTH UNIVERSIT

TOPIC: Working with Families

## Payment and Registration Instructions

#### ONLINE PAYMENT AND REGISTRATION

To pay by credit card and register online go to: training.vcu.edu

OR

#### SEND REGISTRATION FORM TO:

#### BY MAIL:

VCU Department of Gerontology Working with Families PO Box 980228 Richmond, VA 23298

BY FAX: 804-828-5259

## MAKE CHECK OR MONEY ORDER PAYABLE TO:

VIRGINIA COMMONWEALTH UNIVERSITY

#### WE LOOK FORWARD TO SEEING YOU!

### Please Note

- Do not include payment for CEUs
- Refunds will NOT be provided unless the session is cancelled by the VCU Department of Gerontology.
- Registration must be received 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate will not be available at the training, but will be mailed at a later date.
- If payment is not received 10 business days prior to the training date, your name will be taken off of the roster.

Certificates will NOT be provided for late arrivals or early departures.

TOPIC: Working with Families  Name (Attach list of necessary)	Email:		
Facility Name and Address		NII MOED	DDIOE
		NUMBER	PRICE
	☐ Mar 20 Abingdon	X	\$15.00
	☐ Mar 26 Fairfax	X	\$15.00
Work Phone: Home Phone:	☐ Mar 12 Hampton	X	\$15.00
	☐ Mar 18 Richmond	X	\$15.00
Are you employed by a licensed ALF or ADCC?   YES   NO	☐ Mar 27 Richmond	X	\$15.00
Are you a VCU alumni? □ YES □ NO	☐ Mar 04 Salem	X	\$15.00
Are you a vee alumin: Li 1E3 Li NO	☐ Mar 06 VA Beach	X	\$15.00
Make check or money order payable to: VIRGINIA COMMONWEALTH UNIVERSITY	☐ Mar 13 Woodstock	X	\$15.00



Gerontology

A Program for Caregivers Working in Virginia's Licensed Assisted Living Facilities and Adult Day Care Centers

## Topic

Organizational Diversity: Employee Engagement and Cultural Competence

### Who Should Attend?

This program is for professional caregivers working in Assisted Living and Adult Day Care settings.

## **Objectives**

At the end of this training, participants will be able to:

- Understand the best practices for the hiring of healthcare professionals in an assisted living and adult day settings.
- Understand the best practices for training healthcare professionals in assisted living and adult day settings.
- Understand retention of healthcare professionals in assisted living and adult day settings.
- Understand the best practices for team building for healthcare professionals.
- Understand the best practices for creating an inclusive climate in your assisted living facilities or adult day care centers.
- Understand best practices for marketing person-centered care and diversity.

### About the Trainers

Trainers for this seminar are Gerontologists, Registered Nurses, educators and/or consultants who specialize in the care of older adults.

Registrations MUST BE received at the Department of Gerontology 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate of attendance will not be available at the training, but will be mailed at a later date. If payment is not received 10 business days prior to the training date, your name wilf be taken off of the roster.

Certificates of attendance will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.

CEU's are available at the training for a \$10 processing fee (checks ONLY).



Gerontology

THIN COMMONWEALIN CHITCHSIII

TOPIC: Organizational Diversity: Employee Engagement and Cultural Competence

### Dates and Locations

ABINGDON: Tuesday, April 1, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Southwest Virginia Higher Education Center Virginia Highlands Community College Campus One Partnership Circle, Room 130 Abingdon, VA 24210

FAIRFAX: Tuesday, April 8, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Sherwood Community Center Art Room 3740 Old Lee Highway Fairfax, VA 22030

HAMPTON: Thursday, April 3, 2014
 SIGN IN: 8:30 ● WORKSHOP: 9-4

Hilton Garden Inn 1999 Power Plant Parkway Hampton, VA 23666

RICHMOND: Wednesday, April 30, 2014
 SIGN IN: 8:30 ● WORKSHOP: 9-4

Trinity Family Life Center Solomon's Court 3601 Dill Road Richmond, VA 23222

Please Note: New Location RICHMOND: Thursday, April 10, 2014
 SIGN IN: 8:30 ● WORKSHOP: 9-4

Westerre Conference Center 3831 Westerre Parkway Henrico, VA 23233

SALEM: Wednesday, April 23, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Salem Civic Center Parlor A 1001 Roanoke Boulevard Salem, VA 24153

VA BEACH: Tuesday, April 29, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Virginia Beach Central Library The Libris Room 4100 Virginia Beach Boulevard Virginia Beach, VA 23452

WOODSTOCK: Tuesday, April 22, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Hampton Inn & Suites 1150 Motel Drive Woodstock, VA 22664

Directions are available online at: http://www.sahp.vcu.edu/gerontology/professional/socialservices.html

Certificates will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.



Gerontology

TOPIC: Organizational Diversity: Employee Engagement and Cultural Competence

## Payment and Registration Instructions

#### ONLINE PAYMENT AND REGISTRATION

To pay by credit card and register online go to: training.vcu.edu

OR

SEND REGISTRATION FORM TO:

#### BY MAIL:

VCU Department of Gerontology Organizational Diversity PO Box 980228 Richmond, VA 23298

BY FAX: 804-828-5259

MAKE CHECK OR MONEY ORDER PAYABLE TO:

VIRGINIA COMMONWEALTH UNIVERSITY

### Please Note

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WE LOOK FORWARD TO SEEING YOU!

Certificates will NOT be provided for late arrivals or early departures.

Name (Attach list of necessary)		e En nail:	gagement and Cu	Itural Comp	etence
Facility Name and Address	_			NUMBER	PRICE
			Apr 01 Abingdon	X	\$15.00
			Apr 08 Fairfax	X	\$15.00
Work Phone: Home Phone:			Apr 03 Hampton	X	\$15.00
			Apr 10 Richmond	X	\$15.00
you employed by a licensed ALF or ADCC?   YES   NO			Apr 30 Richmond	X	\$15.00
VOLUM FINE			Apr 23 Salem	X	\$15.00
Are you a VCU alumni?   YES   NO			☐ Apr 29 VA BeachX		\$15.00
Make check or money order payable to: VIRGINIA COMMONWEALTH UNIVERSITY			Apr 22 Woodstock	X	\$15.00



Gerontology

A Program for Caregivers Working in Virginia's Licensed Assisted Living Facilities and Adult Day Care Centers

## Topic

## Agitation and Aggression

### Who Should Attend?

This program is for professional caregivers working in Assisted Living and Adult Day Care settings.

## Objectives

At the end of this training, participants will be able to:

- Describe the differences between restless, agitated, and aggressive behaviors.
- List at least 4 potential causes of aggressive behavior.
- Discuss ways to minimize aggressive behavior in their own work setting.
- Identify possible diffusing strategies for both cognitively intact and cognitively impaired residents.

## About the Trainers

Trainers for this seminar are Gerontologists, Registered Nurses, educators and/or consultants who specialize in the care of older adults.

#### Please Note

Registrations MUST BE received at the Department of Gerontology 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate of attendance will not be available at the training, but will be mailed at a later date. If payment is not received 10 business days prior to the training date, your name will be taken off of the roster.

Certificates of attendance will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.

CEU's are available at the training for a \$10 processing fee (checks ONLY).



Gerontology

IRGINIA COMMONWEALTH UNIVERSIT

TOPIC: Agitation and Aggression

### Dates and Locations

ABINGDON: Wednesday, May 21, 2014
 SIGN IN: 8:30 ● WORKSHOP: 9-4

Southwest Virginia Higher Education Center Virginia Highlands Community College Campus One Partnership Circle, Room 130 Abingdon, VA 24210

FAIRFAX: Thursday, May 8, 2014
 SIGN IN: 8:30 ● WORKSHOP: 9-4

Sherwood Community Center Art Room 3740 Old Lee Highway Fairfax, VA 22030

HAMPTON: Tuesday, May 13, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Hilton Garden Inn 1999 Power Plant Parkway Hampton, VA 23666

RICHMOND: Thursday, May 27, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Trinity Family Life Center, Solomon's Court
3601 Dill Road
Richmond, VA 23222

Please Note: New Location RICHMOND: Thursday, May 15, 2014
 SIGN IN: 8:30 • WORKSHOP: 94

Westerre Conference Center 3831 Westerre Parkway Henrico, VA 23233

• SALEM: Wednesday, May 7, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Salem Civic Center Parlor A 1001 Roanoke Boulevard Salem, VA 24153

VA BEACH: Tuesday, May 20, 2014
 SIGN IN: 8:30 • WORKSHOP: 9-4

Virginia Beach Central Library The Folio Room 4100 Virginia Beach Boulevard Virginia Beach, VA 23452

• WOODSTOCK: Wednesday, May 14, 2014 SIGN IN: 8:30 • WORKSHOP: 9-4

Hampton Inn & Suites 1150 Motel Drive Woodstock, VA 22664

Directions are available online at: http://www.sahp.vcu.edu/gerontology/professional/socialservices.html

Certificates will NOT be provided for late arrivals or early departures.

A light breakfast will be provided.



Gerontology

TOPIC: Agitation and Aggression

## Payment and Registration Instructions

#### ONLINE PAYMENT AND REGISTRATION

To pay by credit card and register online go to: training.vcu.edu

OR

#### SEND REGISTRATION FORM TO:

#### BY MAIL:

VCU Department of Gerontology Agitation and Aggression PO Box 980228 Richmond, VA 23298

BY FAX: 804-828-5259

## MAKE CHECK OR MONEY ORDER PAYABLE TO:

VIRGINIA COMMONWEALTH UNIVERSITY

#### WE LOOK FORWARD TO SEEING YOU!

### Please Note

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   days prior to the training date. If registering
  less than 10 days prior to the training, a certificate will not be available at the training,
  but will be mailed at a later date.
- If payment is not received 10 business days prior to the training date, your name will be taken off of the roster.

Certificates will NOT be provided for late arrivals or early departures.

Name (Attach list of necessary)	Email:		
Facility Name and Address		NUMBER	PRICE
	☐ May 21 Abingdon	X	\$15.00
	☐ May 08 Fairfax	X	\$15.00
Work Phone: Home Phone:	☐ May 13 Hampton	X	\$15.00
	☐ May 15 Richmond	X	\$15.00
Are you employed by a licensed ALF or ADCC?   YES   NO	☐ May 27 Richmond	X	\$15.00
	☐ May 07 Salem	X	\$15.00
Are you a VCU alumni? □ YES □ NO	☐ May 20 VA Beach	x	\$15.00
Make check or money order payable to: VIRGINIA COMMONWEALTH UNIVERSITY	☐ May 14 Woodstock	X	\$15.00



Gerontology

## Continuing Education Credits

Each site will have the appropriate forms available for continuing education credit the day of the training. Mail the completed form and processing fee to the VCU Department of Gerontology, P.O. Box 980228, Richmond, VA 23298. The deadline for requesting CEUs is two weeks after the last training date.

CONTINUING EDUCATION UNITS: This course meets the criteria of Virginia Commonwealth University, a SACS-accredited school. 0.6 Continuing Education Units (CEUs) will be awarded by transcript and recorded by Virginia Commonwealth University. There is a \$10 processing fee.

To access your CEU Transcript, visit www.ceu.vcu.edu and enter your name, date of birth, city, and state exactly as it appears on the registration form. You will also need the event number, which is located on each CEU application form. Please allow 3-4 weeks after the end of the event before processing your online transcript request.

Attendees will no longer need to apply for NAB credits for trainings offered by the VCU
Department of Gerontology through the support of DSS as additional documentation of attendance is not required. These trainings meet 18VAC95-30-70 B of the Regulations Governing the Practice of Assisted Living Facility Administrators: "In order for continuing education to be approved by the board [LTCA], it [training] shall be related to the domains of practice for residential care/assisted living and approved or offered by NAB, an accredited educational institution, or a governmental agency."

Please maintain original copies of your Certificate of Attendance as it is your responsibility to maintain records of your continuing education for licensing. For additional information, please contact the Virginia Board of Long Term Care Administrators at (804) 367-4595.

Please Note: Registrations must be received at the Department of Gerontology 10 business days prior to the training date. If registering less than 10 days prior to the training, a certificate will not be available at the training, but will be mailed at a later date.

Virginia Commonwealth University is committed to a policy of equal opportunity in education without regard to race, creed, gender, national origin, age, or handicap.